



ADMINISTRATION AND
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE
1950 DEFENSE PENTAGON
WASHINGTON, DC 20301-1950

12 NOV 2008

MEMORANDUM FOR PRINCIPAL DEPUTY UNDER SECRETARY OF DEFENSE
FOR PERSONNEL AND READINESS

SUBJECT: Charter Establishment – Department of Defense Military Family Readiness Council

The charter for the Department of Defense Military Family Readiness Council is approved. A notice will be published in the Federal Register announcing the Department's intention to establish the committee. My Committee Management Officer, pursuant to 41 CFR § 102-3.70, will formally file the committee's charter with the Library of Congress, the General Services Administration, and the appropriate congressional oversight committees.

As the DoD Sponsor for this federal advisory committee, you are reminded that you are responsible for:

- (a) Providing adequate support to the advisory committee and its membership;
- (b) Ensuring that the committee members are appointed according to DoD policy, and that they do not serve on the committee until all personnel and ethics paperwork has been processed by the appropriate offices; and
- (c) Ensuring that the Department of Defense Military Family Readiness Council is not unduly or inappropriately influenced by federal employees or any special interest.

If you have any questions, please contact my Committee Management Officer, Frank Wilson, at 703-601-6100.

Michael L. Rhodes
Acting Director

